



General Secretariat (SG)

Geneva, 25 March 2021

Ref: **DM-21/1008**
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To Observer Member States of ITU

Subject: **Organization of the virtual consultation of councillors (C21\VCC-1), 8-18 June 2021**

Dear Madam/Sir,

In order to ensure business continuity and the ongoing work of the Union, it has been decided to hold a virtual consultation of councillors (C21\VCC-1) from 8 to 18 June 2021, in an organized manner in line with Article 3.1 of the Rules of Procedures of the Council. This virtual consultation will therefore follow the same format as previous ones organized in 2020, as outlined in [Annex 1](#).

The draft agenda of C21\VCC-1 is attached in [Annex 2](#). The list of items proposed to be postponed for review to a future meeting are listed in [Annex 3](#) for ease of reference.

Member States are invited to send their contributions to the meeting by using the attached template in [Annex 4](#). The deadline for sending contributions is **25 May 2021**.

A draft Time Management Plan of the virtual consultation will be available on the Council website in the coming weeks and the final agenda will be confirmed at the Opening session of the virtual consultation of councillors (C21\VCC-1) on 8 June 2021.

Registration will be open as of 8 April 2021 at <https://www.itu.int/en/council/Pages/registration.aspx>.

An informal meeting will be held on 7 June 2021, followed by an information session on the New Headquarters Premises Project. Registration to C21\VCC-1 will provide access to both the informal meeting and the information session.

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We count on your active participation and goodwill to ensure that this virtual consultation of councillors will be as constructive and successful as the previous ones.

Looking forward to seeing you virtually.

(signed)

Houlin ZHAO
Secretary-General

Annexes: 3

- [Annex 1](#) - Proposed organization of the next consultation of councillors (C21\VCC-1)
- [Annex 2](#) - Draft agenda of the virtual consultation of councillors (C21\VCC-1)
- [Annex 3](#) - Items proposed to be postponed to a future meeting
- [Annex 4](#) - Template for Member States' contributions

ANNEX 1

Proposed organization of the next consultation of councillors (C21\VCC-1)

The virtual consultation is held in an organized manner in line with Article 3.1 of the Rules of Procedures of the Council.

3.1 Between sessions, councillors may consult each other by correspondence:

- *either informally,*
- *or in an organized manner, through the offices of the chairman or, if the chairman is not available, the Vice-Chairman of the Council, with the assistance of the Secretary-General.*

Draft Agenda

To ensure business continuity, the virtual consultation will address agenda items considered as urgent.

You will find in [Annex 2](#) the items that the secretariat considered as urgent (Group 1) and proposes to be discussed at C21\VCC-1. [Annex 3](#) includes the list of items the secretariat proposes to be addressed to a future meeting (Group 2).

Time Management Plan will be available on the Council website in advance of the virtual consultation.

Chairmanship

It is proposed that the Vice-Chair of the Council, Mr Saif Bin Ghelaita, continue to lead the discussions, as he successfully did during the previous VCCs.

Participation

The virtual consultation will be open to all members of the delegations of Council Member States, Observer Member States, Observer from the State of Palestine, and the nine Sector Members which will have been nominated for Council 2021 (3 per Sector).

Deadline for input Documents from the Secretariat

Documents from the secretariat will be posted in line with Decision 5 (Rev. Dubai, 2018) and Council Dec 556 (MOD C16) – Submission of documentation to Council sessions.

Deadline for Contributions from Member States

Member States will be able to send contributions no later than 14 days before the VCC, **25 May 2021**, to contributions@itu.int. Contributions should be short (2 pages maximum).

Conduct of the discussion

- The virtual consultation will be of a strict consultative and non-decisional nature.
- In the discussion, the floor will be given in priority to Member States of the Council.
- If a consensus is not reached and any one Council Member State wants a document or conclusion deferred, it will be moved to the subsequent physical Council session in 2022.
- If during the discussion of a document on the agenda in the virtual consultation, a consensus is not reached and any one Council Member State proposes to suspend discussion or objects to the proposed conclusion on the document, it will be deferred to the subsequent physical Council session in 2022.
- Member States will still be able to take the floor to make an intervention during the discussions even if they have not sent in a contribution.

Outcome

- The virtual consultation will be of strict consultative nature and will not take any decisions. It will only draw proposed conclusions pending formal decisions at the subsequent physical Council session in 2022. Proposed conclusions will be compiled in a report to be submitted by the Secretary-General as an input document for consideration to the subsequent physical session of the Council in 2022.
- It is understood that no proposed conclusion will be final, and that the discussion could be reopened on the occasion of the subsequent physical session in 2022 on any conclusion.
- For proposed conclusions on items that would call for an urgent decision by the Council and that cannot wait for a physical meeting, the virtual consultation could give orientations to the Chair of the Council and the Secretary-General, on the opportunity to activate the procedure to take decisions by correspondence as per rules 3.2 of the Rules of Procedure of the Council. If need be, the usual procedure for decision by correspondence would be followed. A simple majority of Council Member States having the right to vote would apply.

Date and duration

- The virtual consultation will start on 8 June 2021, from 12:00-15:00 Geneva time.
- The actual duration will be proposed based on the replies from Member States on the agenda items but will not exceed nine days.

IT support to be provided

- Interprety platform, captioning, and webcast.
- There will be full interpretation in 6 languages using Interprety.
- Individual IT support by email, chat, and telephone.

Registration

Registration is mandatory to be able to participate online. Registration will open on 8 April at <https://www.itu.int/en/council/2021/Pages/default.aspx>.

Registered participants will receive guidelines and links to join the virtual consultation in due course.

Names of “speakers” should be sent to sg-registration@itu.int.

ANNEX 2

Draft agenda of the virtual consultation of councillors (C21\VCC-1)

Based on responses from Member States of the Council further to letter [DM-21/1005](#), the following draft agenda of the virtual consultation of councillors (C21\VCC-1) contains items which have been identified as urgent and for which a decision is needed before the end of 2021 (**Group 1**). Documents listed as 1+ have been identified as more urgent. If documents in group 1 are unable to be reviewed due to time constraints, they will be pushed to group 2.

Member States are invited to send their contributions to the meeting by using the attached template in [Annex 4](#). The deadline for sending contributions is **25 May 2021**.

Items proposed to be postponed to a future meeting (**Group 2**) can be found in [Annex 3](#) for ease of reference.

	Title	Doc. No.	FINAL
1	Compilation of the outcomes of discussions of VCCs	C21/14	1+
2	Report on RA-19 and WRC-19 (<i>to be noted with the above document C21/14</i>)	C21/27	1+
3	Report on the implementation of the strategic plan and the activities of the Union for 2020-2021 (CV 61, CV 102, CV 82)	C21/35	1+
4	Draft four-year operational plan for the General Secretariat for 2021-2024 (CV 87A, 181A, 205A, 223A) (R 1390)	C21/28	1+
5	Elaboration of the Strategic and Financial Plans for the Union for 2024 - 2027	C21/64	1+
6	List of candidature for Chairs and Vice-Chairs of CWGs, EGs, IEGs	C21/21	1+
7	Preparations for WTDC-21 (<i>D 609</i>)	C21/30	1+
8	Preparations for WTPF-21 (<i>Res. 2, D 611</i>)	C21/5	1+
9	Preparations for WTSA-20 (<i>D 608</i>)	C21/24	1+
10	Preparations for the Plenipotentiary Conference (Bucharest, 2022)	C21/73	1+
11	Proposed improvements to PP	C21/13	1+
12	Implementation of PP Com 5 Rec 6 & 7 (electoral process)	C21/4	1+
13	Ethical guidelines on campaigning activities	C21/66	1+
14	Preparations for World Radiocommunication Conference 2023	C21/55	1+
15	Proposed dates and duration of the 2022, 2023, 2024, 2025, and 2026 sessions of the Council and the CWG clusters for 2022 and 2023 (<i>Res. 77, 111, D 612</i>)	C21/2	1+
16	Schedule of future conferences, assemblies and meetings of the Union: 2021-2024 (<i>Res. 77, 111</i>)	C21/37	1+
17	World Telecommunication and Information Society Day (<i>Res. 68</i>)	C21/17	1+
18	Draft Biennial budget of the International Telecommunication Union for 2022-2023	C21/65	1+
19	Preliminary value of the contributory unit for financial plan 2024-2027	C21/56	1+
20	Unfunded Mandatory Activities (UMAC)	C21/49	1+
21	Report by the Chairman of the Council Working Group on Financial and Human Resources (CWG-FHR) (<i>D 558, D 563(MOD)</i>) (<i>Res. 151, 152, 158, 169, 170</i>)	C21/50	1+
22	Arrears and special arrears accounts (<i>Res. 41</i>)	C21/11	1+
23	Audited accounts: Audited Financial operating report for 2020	C21/42	1+
24	External Auditor report: Union's accounts 2020	C21/40	1+
25	External Auditor report: Union's account of ITU TELECOM World 2020	C21/41	1+

	Title	Doc. No.	FINAL
26	Report of the Internal Auditor on internal audit activities	C21/44	1+
27	New investigation function and process	C21/60	1+
28	Report on progress on the Union's headquarters premises project (Res. 212, D 619)	C21/7	1+
29	Report from MSAG (Res. 212)	C21/48	1+
30	Staff Working Conditions Strategy and Implementation Plan (D 619)	C21/29	1+
31	Decisions of the UNGA on the conditions of service under the UN common system	C21/23	1+
32	Report on the outcomes of the CWG-WSIS&SDG activities (Res. 140, R 1281, R 1332(MOD), R 1334 (MOD), including its implementation) (to be noted as a package)	C21/8	1
33	Report of the Council Working Group on Child online protection (Res. 179, R 1306 (MOD)) (to be noted as a package)	C21/57	1
34	Report of the Council Working Group on Languages (Res. 154, R 1372 MOD) (to be noted as a package)	C21/12	1
35	Report from EG-ITRs (Res. 146, R1379 (MOD)) (to be noted as a package)	C21/26	1
36	Report by the Chair of the Council Working Group on International Internet-Related Public Policy Issues (CWG-Internet) (R 1305, R 1336(MOD) (to be noted as a package)	C21/51	1
37	Report on how ITU is currently utilizing the GCA framework	C21/36	1
38	Guidelines for the utilization of the GCA by ITU	C21/71	1
39	Report of the Independent Management Advisory Committee (IMAC) (Res. 162) (D 565)	C21/22	1
40	Report of the working group on internal controls	C21/63	1
41	Report on General Audit following fraud case at a regional office (D 613)	C21/75	1
42	Organization Resilience Management System (ORMS)	C21/15	1
43	ITU Accountability Framework	C21/43	1
44	Report on the implementation of risk management action plan	C21/61	1
45	Digital transformation initiative (DT-I)	C21/70	1
46	Progress report on the implementation of the Human Resources strategic plan and of Resolution 48 (Rev. Dubai, 2018)	C21/54	1
47	Participation of ITU in UN pension board	C21/69	1
48	Membership of the ITU Staff Pension Committee (R 1394)	-	1
49	Report from the Ethics Office	C21/59	1
50	The After-Service Health Insurance (ASHI) liability	C21/46	1
51	Information and Communication Technologies Development Fund (ICT-DF) (Dec. 11)	C21/34	1
52	Strengthening the Regional Presence (Res. 25)	C21/25	1
53	New ITU index	C21/62	1
54	Outcome of WRC-19 with financial implications	C21/67	1
55	Report on the hiring of an independent external management consultancy, including recommendations and various strategies (Res. 11, resolves 3)	C21/10	1
56	Requests for exemption	C21/39	1
57	Strategy for the coordination of efforts among the three Sectors of the Union (Res. 191)	C21/38	1
58	Report on ITU's environmental sustainability	C21/68	1
59	Updated ITU accessibility policy	C21/72	1
60	Covid situation	C21/74	1

ANNEX 3

Items proposed to be postponed to a future meeting

	Title	Doc. No.	FINAL
1	ITU Internet activities: Resolutions 101, 102, 133 and 180 (<i>including R 102, instructs the Council, 1</i>)	C21/33	2
2	ITU activities on strengthening the role of ITU in building confidence and security in the use of ICTs (<i>Res. 130, 174</i>)	C21/18	2
3	ITU's activities related to Resolution 70 (Rev. Dubai, 2018)	C21/6	2
4	Report on ITU Telecom World events (<i>Res. 11, R 1292</i>)	C21/19	2
5	Revenue and expenses (Dec. 5): Annual review of revenue & expenses (Dec. 5) and Efficiency measures	C21/9	2
6	Cost Recovery for the processing of Satellite network Filings (<i>D 482(MOD)</i>)	C21/16	2
7	Provisional participation of entities dealing with telecommunication matters in the activities of ITU	C21/20	2
8	Improvement of management and follow-up of the defrayal of ITU expenses by Sector Members, Associates and Academia	C21/52	2
9	Status Report on Implementation of Council Decision 600 and 601 (UIFN, IIN)	C21/47	2
10	ITU participation in memoranda of understanding with financial and/or strategic implications	C21/45	2
11	Compilation of the decisions adopted by PP-18 which were captured in the Summary Records of its Plenary Meetings in particular, those decisions based on the recommendations of the Committees and Working Group of the Plenary (Doc. C19/107, Rec. 27.9)	C21/58	2
12	Report on analysis and review of current training and capacity-building activities undertaken by the Group on Capacity Building Initiatives, the ITU Academy and centres of excellence, and the possible creation of a capacity-building institute in ITU	C21/32	2
13	Measures taken by ITU on conditions for on-site emergency medical support at ITU conferences and meetings held away from Geneva	C21/31	2
14	Obsolete Council Resolutions & Decisions	C21/3	2

ANNEX 4

Template for Member States' contributions

Council 2021

Virtual consultation of councillors, 8-18 June 2021



Agenda item: xx

Document C21/xx-E
x xxxxxx 2021
Original: English

Source

TITLE

Summary

Action required

References
